

**Answers to Questions Regarding:  
RECFIN DATABASE MS-SQL MIGRATION DEVELOPMENT ROADMAP RFP**

**Q1:** Can you better define the expected deliverable(s) for this RFP?

**A1:** The first step in a database migration project is to meet with the project sponsors and stakeholders to determine the detailed requirements of the project and to scope out the effort required for each major milestone. We are taking on this first step prior to the full development of the new system in order to gain a full understanding of what will be involved and set our expectations accordingly. The expected deliverable would be a document that details the milestones, timeframe, cost and risks of each development stage.

**Q2:** Would the selected vendor be expected to provide not only a data migration roadmap for moving data from SAS files to MS SQL server but also a project plan for developing the new query tools and reporting features for the RECFIN website?

**A2:** The data migration from SAS files to a MS-SQL database is currently underway and will be near completion by the time this project commences. The structure of the data tables and variables contained within will be available at that time. The selected vendor would be expected to provide the roadmap only for the query tools and reporting features.

**Q3:** Can a vendor submit a proposal (and be awarded) for the current RFP (data migration query tool/reporting feature roadmap) as well as the second RFP (development/implementation)?

**A3:** Yes; the vendor selected to create the roadmap may submit a proposal for the full development/implementation when and if the RFP for that phase is made available.

**Q4:** On page two (2) of this RFP, it's stated that the data structure of the supporting SQL database will be in place at the onset of this contract. Is "this contract" referring to the second RFP? If so, would that mean the selected vendor for this RFP would be expected to deliver a database design included in the migration roadmap?

**A4:** No; the words "this contract" refer to the creation of the Roadmap. The answer to Q2 should help clarify this.